



Child Advocates / Parent Coaches
Child Abuse Prevention Council

Classification: Mental Health Specialist 1 or 2
Position Title: Clinician
Department: Clinical
Reports To: Program Manager

Definition of Classification & Job Title:

Under general supervision, provide culturally competent strength-based, family focused specialty mental health services to meet the prevention, intervention and treatment needs of at-risk children and families. This position is responsible for ethical assessment, diagnosis and treatment planning for children and youth 0-18 years old that are medi-cal beneficiaries or are uninsured, depending on program placement.

This position is also responsible for coordinating and providing medical necessity evaluation, case management, intensive care coordination, and intensive home based mental health services as appropriate.

Services may be school based. Bilingual preferred, not required.

Description of Duties:

1. Represent the agency in a consistently professional manner, always modeling a commitment to the agency's mission and values.
2. Maintain confidentiality of records relating to clients' treatment, consistent with state and federal laws.
3. Provide assessment, diagnosis and treatment of clients ages 0-18 years old, depending on program placement, congruent with DSM 5 implementation.
4. Complete psycho-social assessment with client and parent/guardian to determine appropriate course of treatment and severity of presenting concerns.
5. Provide client-focused, strength based services at all times.
6. Assist with behavior modification plans and early intervention mental health services for the 0-5 population, as assigned.
7. Consult with psychologist/psychiatrist or other specialists concerning treatment plans and amend plans as required.
8. Provide documentation that is consistent with medi-cal, county and agency standards. Meet all required service provisions, as identified by contract, agency and medi-cal expectations.
9. Maintain regular contacts with other agencies/professionals regarding client progress in the therapeutic treatment program through phone calls, letters, and/or monthly reporting.
10. Maintain regular contact with clients, referral sources, etc. and assist in identifying challenges and finding relevant resources to support client needs.
11. Complete tasks and assignments in a manner consistent with contractual obligations,
12. Participate in Clinical Supervision as assigned, consistent with BBS regulations.
13. Maintain and prepare all reports, spreadsheets, etc. as required by funding sources for Clinical Director in a timely and accurate fashion.
14. Promote and maintain a sense of teamwork between Clinical Department and other CAPC staff, volunteers, Board members and other individuals relevant to the successful operation of each program.
15. At the direction of the Clinical Director, aggressively seek out funding for, and work with other CAPC staff and community partners to develop programs consistent with the goals and objectives of the Council.
16. Assist the Clinical Director as requested.
17. Network with other community agencies and participate, when requested, in community and health fairs and other events designed to promote CAPC programs.
18. Other duties, both program specific and CAPC related, as assigned.

Minimum Qualifications

Education: Graduation from an accredited college or university with a Master's Degree in social work, psychology, counseling or related field. Must be registered with the California Board of Behavioral Sciences and in possession of ACSW, MFTI, LCSW or LMFT; employment contingent upon active BBS registration at all times.

ACSW and MFTI candidates must pass Law & Ethics exam as outlined by most recent BBS regulations.

Experience: Two years of relevant experience working with at-risk children and families in therapy and case management. Experience must include no less than at least 1 year of internship or volunteer experience in mental health capacity.

Knowledge of: The child welfare system, childhood development, child abuse issues, DSM 5 and BBS regulations as it relates to licensure.

Ability to: Gather and analyze data, organize and write reports, read/understand/interpret and apply pertinent rules and regulations; express self clearly and concisely both orally and in writing; establish and maintain appropriate working relationships with others and present self professionally.

Technical Skills: Working knowledge of Microsoft Office (Word, Excel, Access, Power Point, Publisher, Outlook) and ability to learn other software as requested/necessary. Ability to learn and efficiently use the BHS required electronic medical records database.

Condition of Employment: Employee shall be required to provide a T.B. clearance (checked every two years), submit fingerprints for Department of Justice Clearance, FBI, CACI and provide annually, a DMV record report compliant with the Agency's liability insurance requirements. This position is required to provide proof of immunization records for Pertussis, Measles (unless a written statement from the employee's physician is provided that there is a medical reason not vaccinate the employee), an annual record of Flu immunization (or a signed statement from the employee that they have declined to be vaccinated against the flu). Employee must have a car, a valid driver's license, and proof of automobile insurance. Employee must demonstrate strong interpersonal skills and the ability to communicate with clients and co-workers in a compassionate, non-discriminatory, non-judgmental manner. Position is dependent on continued funding and is an at-will position. Available to work on evenings and weekends as required by supervisor.

Physical Demands: In order to perform the job duties associated with this position, the employee is regularly required to use his/her hands to finger, handle, grasp objects, tools and/or controls. The ability to talk, sit, stand, walk, and hear well is necessary. The employee may also be required to reach with hands and arms, climb or balance, stoop, kneel, crawl, or crouch. On occasion, the employee may be required to lift and/or move 25 pounds. Visual ability to judge distance, color, focus, and see peripheral objects is also necessary. Physical demands described here are representative of those that must be met by every CAPC employee. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Benefits:

Personal Time Off, Holidays, Health, Dental, and Vision Insurance provided (employee pays a small portion of Health Insurance premium). Eligible for 403(B) retirement program with matching contribution from CAPC after 12 months of employment. Salary commensurate with experience.

EOE

CAPC hires and promotes employees regardless of race, color, religion, ancestry, national origin or ancestry, age, gender, sexual orientation, marital status, medical condition or physical handicap or any other characteristic protected by applicable federal, state or local law. CAPC is an equal opportunity employer.